**LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

MINUTES OF THE MAY 23, 2013 MEETING OF LIBERTY COUNTY

CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS

AT 2030 SAM HOUSTON ST. LIBERTY, TEXAS 77575

THE FOLLOWING DIRECTORS WERE PRESENT:

J. RONNIE DANNER

ROBERT “BOB” PICKLE

ROBERT “BOB” EDWARDS

JOHN HEBERT JR.

THE FOLLOWING DIRECTORS WERE NOT PRESENT:

FRANK BARNETT

RICHARD BROWN

AFTER ESTABLISHING A QUORUM WAS PRESENT CHAIRMAN DANNER CALLED THE MEETING TO ORDER AT 9:33 A.M.

IN ATTENDANCE FOR THE MEETING WAS LEE ANN BRENTS TO PRESENT THE 2012 FINANCIAL AUDIT FOR THE DISTRICT.

A PRAYER WAS VOICED BY DIRECTOR EDWARDS AND THE PLEDGE OF ALLEGIANCE TO THE UNITED STATES & TEXAS FLAGS WAS LED BY DIRECTOR HEBERT AND RECITED BY THE DIRECTORS AND STAFF.

THE CHAIRMAN REQUESTED THE DIRECTORS TO REVIEW THE MINUTES OF THE MAY 2013 MEETING. A MOTION WAS MADE BY BOB EDWARDS SECONDED BY JOHN HEBERT JR. TO APPROVE THE MAY 2013 MINUTES. THE MOTION WAS APPROVED UNANIMOUSLY AND THE CHAIRMAN ANNOUNCED THE MOTION CARRIED.

MR. CONNER PRESENTED THE COMMENTS FROM THE TAXPAYERS FOR REVIEW.

MRS. LEE ANN BRENTS PRESENTED AND REVIEWED THE ANNUAL FINANCIAL AUDIT OF THE DISTRICT COMPLETED BY SWAIM BRENTS & ASSOCIATES. AFTER DISCUSSION, A MOTION WAS MADE BY DIRECTOR JOHN HEBERT JR. AND SECONDED BY DIRECTOR BOB PICKLE TO ACCEPT THE FINANCIAL AUDIT PRESENTED. THE MOTION WAS APPROVED UNANIMOUSLY.

MR. CONNER RECOMMENDED THAT THE BOARD MAKE NO REVISIONS TO THE TCDRS RETIREMENT PLAN FOR 2014. DIRECTOR PICKLE MADE A MOTION TO ACCEPT THE CHIEF APPRAISERS RECOMMENDATION AND MOTION WAS SECONDED BY BOB EDWARDS. THE MOTION WAS APPROVED UNANIMOUSLY AND CHAIRMAN ANNOUNCED THE MOTION CARRIED.

MR. CONNER RECOMMENDED THAT THE BOARD APPROVE RESOLUTION #159 ADOPTING THE SUPPLEMENT, *GUIDED PORTFOLIO SERVICES PROGRAM*, TO THE DISTRICT’S GOVERNMENTAL DEFERRED COMPENSATION PLAN AND ADMINISTRATIVE AGREEMENT WITH VALIC FINANCIAL ADVISORS, INC. DIRECTOR PICKLE MADE A MOTION TO ACCEPT THE CHIEF APPRAISERS RECOMMENDATION AND MOTION WAS SECONDED BY DIRECTOR HEBERT. THE MOTION WAS APPROVED UNANIMOUSLY AND CHAIRMAN ANNOUNCED THE MOTION CARRIED.

UNDER CHIEF APPRAISER’S REPORTS AND RECOMMENDATIONS, MR. CONNER PRESENTED THE FINANCIAL REPORT AND DISBURSEMENTS FOR APRIL 2013. AFTER DISCUSSION, THE CHAIRMAN CALLED FOR A MOTION TO APPROVE THE FINANCIAL REPORT AND DISBURSEMENTS. A MOTION WAS MADE BY DIRECTOR EDWARDS AND SECONDED BY DIRECTOR HEBERT TO APPROVE THE APRIL 2013 FINANCIAL REPORT & DISBURSEMENTS. THE MOTION WAS APPROVED UNANIMOUSLY.

MR. CONNER PRESENTED THE INVESTMENT REPORT. THE CASH ADVANTAGE ACCOUNT IS .50% INTEREST. THE PLEDGED SECURITIES ARE $1,517,386. MR. CONNER ADVISED THE BOARD THE CURRENT 90 DAY CD RATE IS .15%. A MOTION WAS MADE BY DIRECTOR HEBERT AND SECONDED BY DIRECTOR HEBERT TO APPROVE THE INVESTMENT REPORT. THE MOTION WAS APPROVED UNANIMOUSLY.

 THERE WERE NO 25.25 CHANGES TO REPORT.

NO REQUEST FOR WAIVER OF PENALTY & INTEREST FROM A TAXING ENTITY.

UNDER THE CHIEF APPRAISER’S REPORT ON THE OPERATION OF THE DISTRICT, MR CONNER DISCUSSED THE HEARING SCHEDULE AND THE NEW EPROTEST PROCESS AND WORKFLOW. MR. CONNER THEN PRESENTED AN ACTIVITY REPORT TO THE BOARD WITH THE YEAR TO DATE APPRAISALS, PERMITS & CHECKBACKS FOR 2013 IS 6,265. OWNERSHIP CHANGES 2,908, ADDRESS CHANGES 976, HOMESTEAD APPLICATIONS 618, AG APPLICATIONS 424. YEAR TO DATE FOR CUSTOMERS AT THE DAYTON OFFICE 119 AND PHONE CALLS 161. THE CLEVELAND OFFICE YEAR TO DATE CUSTOMERS 635 AND PHONE CALLS 309.

NO OLD BUSINESS TO DISCUSS.

 A MOTION WAS MADE TO ADJOURN BY DIRECTOR PICKLE. AND SECONDED BY DIRECTOR HEBERT. THE MOTION PASSED UNANIMOUSLY AND THE MEETING ADJOURNED AT 10:29 A.M.

APPROVED, THIS THE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DAY OF JUNE 28, 2013

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 CHAIRMAN-LIBERTY COUNTY

 CENTRAL APPRAISAL DISTRICT

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SECRETARY, LIBERTY COUNTY

CENTRAL APPRAISAL DISTRICT